

North Carolina Security Breach Reporting Form
Pursuant to the Identity Theft Protection Act of 2005

*Indicated a mandatory field

*Name of the Company or Government Agency owning or licensing information affected by the entity experiencing breach:

THE LAW OFFICE OF JON P. YORMICK CO. LPA

Entity Type: GENERAL BUSINESS
Address: 850 EUCLID AVENUE
Apt/Suite/Building: SUITE 1102
City: CLEVELAND
State: OH
Zip Code: 44114
Telephone:
Fax:
Email:

*Date Security breach Reporting Form Submitted: 07/31/2015
*Date the Security Breach was discovered: 06/15/2015
Breach Type: STOLEN LAPTOPS, COMPUTERS & EQUIP
*Estimated number of affected individuals: 40
*Estimated number of NC residents affected: 1

Name of company or government agency maintaining or possessing information that was the subject of the Security Breach, if the agency that experienced the Security Breach is not the same entity as the agency reporting the Security Breach (pursuant to N.C.G.S. 75-65(b))

Describe the circumstances surrounding the Security Breach: OUR CLIENT, THE LAW OFFICES OF JON P. YORMICK CO. LPA ("LAW OFFICE"), TAKES THE PRIVACY AND SAFETY OF PERSONAL INFORMATION VERY SERIOUSLY. REGRETTABLY, DURING THE EVENING HOURS ON JUNE 13, 2015, TWO DESKTOP COMPUTERS AND A HARD DRIVE WERE STOLEN FROM THE LAW OFFICE. UPON DISCOVERING THE THEFT ON JUNE 15, 2015, THE LAW OFFICE IMMEDIATELY NOTIFIED THE CLEVELAND POLICE DEPARTMENT. THE LAW OFFICE IS WORKING WITH LAW ENFORCEMENT, BUT TO DATE, THE TWO STOLEN DESKTOP COMPUTERS AND HARD DRIVE HAVE NOT BEEN RECOVERED. THE LAW OFFICE ALSO PROMPTLY BEGAN AN INTERNAL REVIEW DETERMINE WHAT SPECIFIC INFORMATION WAS CONTAINED ON THE TWO DESKTOP COMPUTERS AND THE HARD DRIVE. THIS TOOK TIME AS THE LAW OFFICE HAD TO FIRST OBTAIN BACKUP DATA FROM AN OUTSIDE VENDOR. THE LAW OFFICE DETERMINED THAT THE TWO DESKTOP COMPUTERS AND HARD DRIVE MAY HAVE CONTAINED CERTAIN INDIVIDUALS' NAMES, ADDRESSES, SOCIAL SECURITY NUMBERS AND, IN SOME INSTANCES, HEALTH RECORDS. THE LAW OFFICE HAS NO REASON TO BELIEVE THAT THE TWO DESKTOP COMPUTERS AND HARD DRIVE WERE STOLEN FOR THE INFORMATION THEY CONTAINED OR THAT YOUR INFORMATION HAS BEEN ACCESSED OR USED IN ANY WAY. THE LAW OFFICE IS RECOMMENDING THAT

AFFECTED INDIVIDUALS REMAIN VIGILANT BY REVIEWING THEIR ACCOUNT STATEMENTS AND CREDIT REPORTS FOR UNAUTHORIZED ACTIVITY. THE LAW OFFICE IS PROVIDING A TELEPHONE NUMBER THAT AFFECTED INDIVIDUALS CAN CONTACT WITH QUESTIONS.

Information Type: SSN

*Regarding information breached, if electronic, was the information protected in some manner: NO

If YES, please describe the security measures protecting the information:

*Describe any measures taken to prevent a similar Security Breach from occurring in the future: TO HELP PREVENT SOMETHING LIKE THIS FROM HAPPENING IN THE FUTURE, THE LAW OFFICE IS STRENGTHENING ITS PHYSICAL OFFICE AND COMPUTER SECURITY AND ENHANCING ITS PRACTICES AND PROCEDURES REGARDING THE SAFEGUARDING OF FIRM PROPERTY AND CONFIDENTIAL INFORMATION.

*Date affected NC residents were/will be notified: 07/31/2015

Describe the circumstances surrounding the delay in notifying affected NC residents pursuant to N.C.G.S. 75-65 (a) and (c): THE LAW OFFICE IS PROVIDING NOTICE IN THE MOST EXPEDITED TIME POSSIBLE AND WITHOUT UNREASONABLE DELAY.

If the delay was pursuant to a request from law enforcement pursuant to N.C.G.S. 75-65(c), please attach or mail the written request or the contemporaneous memorandum.

How NC residents were/will be notified? (pursuant to N.C.G.S. 75-65 (e)): WRITTEN NOTICE

Please note if the business demonstrates that the cost of providing notice would exceed two hundred fifty thousand dollars (\$250,000) or that the affected class of subject persons to be notified exceeds 500,000, or if the business does not have sufficient contact information or consent to satisfy subdivisions (1), (2) , or (3) of this subsection, for only those affected persons without sufficient contact information or consent, or if the business is unable to identify particular affected persons, for only those unidentifiable affected persons. Substitute notice shall consist of all the following:

- Email notice when the business has an electronic mail address for the subject persons
- Conspicuous posting of the notice on the Web site page of the business, if one is maintained
- Notification to major statewide media

Please attach a copy of the notice if in written form or a copy of any scripted notice if in telephonic form.

Contact Information ATTORNEY
Affiliation with entity
experiencing breach:

Organization Name: BAKER & HOSTETLER, LLP

Prefix:

*First Name: CRAIG

Middle Name: A.

*Last Name: HOFFMAN

Suffix:

Title: ATTORNEY

Address: 312 WALNUT STREET

Apt/Suite/building: SUITE 3200

City: CINCINNATI

State: OH

Zip Code: 45202

*Telephone: (513) 929-3491

Fax: (513) 929-0303

Email: CAHOFFMAN@BAKERLAW.COM

Law Offices of Jon P. Yormick Co. LPA
An International Law Practice

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Cleveland, Ohio 44114 USA
Telephone +1.216.928.3474

July 31, 2015

[Name]
[Address]

Dear [Name]:

The Law Offices of Jon P. Yormick Co. LPA is writing to inform you of an incident involving a theft of two desktop computers and a hard drive that may have contained some of your personal information.

What happened?

On the weekend of June 13-14, a series of thefts and attempted thefts occurred in the building in which our offices are located. During the evening hours on June 13, 2015, two desktop computers and a hard drive were stolen from our office. Upon discovering the theft, we immediately notified the Cleveland Police Department. We are working with law enforcement, but to date, the two stolen desktop computers and hard drive have not been recovered.

We also promptly began an internal review determine what specific information was contained on the two desktop computers and the hard drive. This took time as we first had to obtain backup data from an outside vendor. We have determined that the two desktop computers and hard drive may have contained your name, address, Social Security number and/or date of birth in connection with an unemployment claim with IntelliTool.

What are you doing to protect me?

I have no reason to believe that the two desktop computers and hard drive were stolen for the information they contained or that your information has been accessed or used in any way. However, I recommend that you carefully check your credit reports for accounts you did not open or for inquiries from creditors you did not initiate. If you see anything you do not understand, contact the credit agency immediately. If you find any suspicious activity on your credit reports, contact the police. Also, please review the enclosed "More Information on Ways to Protect Yourself" reference guide.

What are you doing to prevent this from happening in the future?

To help prevent something like this from happening in the future, I am strengthening our physical office and computer security and enhancing our practices and procedures regarding the safeguarding of firm property and confidential information.

I regret any inconvenience this may cause for you. If you have further questions or concerns about this incident, please call me at 216.928.3474, Monday through Friday, 9:00 a.m. to 5:00 p.m. Eastern Time.

Very truly yours,

Jon P. Yormick
Law Offices of Jon P. Yormick Co. LPA

MORE INFORMATION ON WAYS TO PROTECT YOURSELF

We recommend that you remain vigilant for incidents of fraud or identity theft by reviewing your account statements and free credit reports for any unauthorized activity. You may obtain a copy of your credit report, free of charge, once every 12 months from each of the three nationwide credit reporting companies. To order your annual free credit report please visit www.annualcreditreport.com or call toll free at 1-877-322-8228. Contact information for the three nationwide credit reporting companies is as follows:

Equifax, PO Box 740256, Atlanta, GA 30374, www.equifax.com, 1-800-525-6285
Experian, PO Box 9554, Allen, TX 75013, www.experian.com, 1-888-397-3742
TransUnion, PO Box 2000, Chester, PA 19022-2000, www.transunion.com, 1-800-916-8800

If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should immediately contact the Federal Trade Commission and/or the Attorney General's office in your state. Contact information for the Federal Trade Commission is as follows:

Federal Trade Commission, Consumer Response Center,
600 Pennsylvania Avenue, NW
Washington, DC 20580, 1-877-IDTHEFT (438-4338), www.ftc.gov/idtheft

You can obtain information from these sources about steps an individual can take to avoid identity theft as well as information about fraud alerts and security freezes. You should also contact your local law enforcement authorities and file a police report. Obtain a copy of the police report in case you are asked to provide copies to creditors to correct your records.

If you are a resident of Maryland, you may contact the Maryland Attorney General's Office at 200 St. Paul Place, Baltimore, MD 21202, www.oag.state.md.us, 1-888-743-0023.

If you are a resident of Massachusetts, note that pursuant to Massachusetts law, you have the right to obtain a copy of any police report.

Massachusetts law also allows consumers to request a security freeze. A security freeze prohibits a credit reporting agency from releasing any information from your credit report without written authorization. Be aware that placing a security freeze on your credit report may delay, interfere with, or prevent the timely approval of any requests you make for new loans, credit mortgages, employment, housing, or other services.

The fee for placing a security freeze on a credit report is \$5.00. If you are a victim of identity theft and submit a valid investigative report or complaint with a law enforcement agency, the fee will be waived. In all other instances, a credit reporting agency may charge you up to \$5.00 each to place, temporarily lift, or permanently remove a security freeze. If you have not been a victim of identity theft, you will need to include payment to the credit reporting agency to place, lift, or remove a security freeze by check, money order, or credit card.

To place a security freeze on your credit report, you must send a written request to each of the three major reporting agencies by regular, certified, or overnight mail at the addresses below:

Equifax, PO Box 740256, Atlanta, GA 30374, www.equifax.com, 1-800-525-6285
Experian, PO Box 9554, Allen, TX 75013, www.experian.com, 1-888-397-3742
TransUnion, PO Box 6790, Fullerton, CA 92834, www.transunion.com, 1-800-680-7289

In order to request a security freeze, you will need to provide the following information:

1. Your full name (including middle initial as well as Jr., Sr., II, III, etc.)
2. Social Security number
3. Date of birth
4. If you have moved in the past five (5) years, provide the addresses where you have lived over the prior five years
5. Proof of current address such as a current utility bill or telephone bill
6. A legible photocopy of a government issued identification card (state driver's license or ID card, military identification, etc.)
7. If you are a victim of identity theft, include a copy of the police report, investigative report, or complaint to a law enforcement agency concerning identity theft

The credit reporting agencies have three (3) business days after receiving your request to place a security freeze on your credit report. The credit bureaus must also send written confirmation to you within five (5) business days and provide you with a unique personal identification number ("PIN") or password or both that can be used by you to authorize the removal or lifting of the security freeze.

To lift the security freeze in order to allow a specific entity or individual access to your credit report, you must call or send a written request to the credit reporting agencies by mail and include proper identification (name, address, and Social Security number) and the PIN number or password provided to you when you placed the security freeze as well as the identity of those entities or individuals you would like to receive your credit report or the specific period of time you want the credit report available. The credit reporting agencies have three (3) business days after receiving your request to lift the security freeze for those identified entities or for the specified period of time.

To remove the security freeze, you must send a written request to each of the three credit bureaus by mail and include proper identification (name, address, and Social Security number) and the PIN number or password provided to you when you placed the security freeze. The credit bureaus have three (3) business days after receiving your request to remove the security freeze.

If you are a resident of North Carolina, you may contact the North Carolina Attorney General's Office at 9001 Mail Service Center, Raleigh, NC 27699, www.ncdoj.gov, 1-919-716-6400.

If you are a resident of West Virginia, you also have the right to ask that nationwide consumer reporting agencies place "fraud alerts" in your file to let potential creditors and others know that you may be a victim of identity theft. A fraud alert can make it more difficult for someone to get credit in your name because it tells creditors to follow certain procedures to protect you. It also may delay your ability to obtain credit. You may place a fraud alert in your file by calling one of the three nationwide consumer reporting agencies. Contact information for each of the three credit reporting agencies is as follows:

Equifax, PO Box 740256, Atlanta, GA 30374, www.equifax.com, 1-800-525-6285
Experian, PO Box 9554, Allen, TX 75013, www.experian.com, 1-888-397-3742
TransUnion, PO Box 6790, Fullerton, CA 92834, www.transunion.com, 1-800-680-7289

As soon as that agency processes your fraud alert, it will notify the other two, which then also must place fraud alerts in your file. You may choose between two types of fraud alert. An initial alert (Initial Security Alert) stays in your file for at least 90 days. An extended alert (Extended Fraud Victim Alert) stays in your file for seven years. To place either of these alerts, a consumer reporting agency will require you to provide appropriate proof of your identity, which may include your Social Security number. If you ask for an extended alert, you will have to provide an identity theft report. An identity theft report includes a copy of a report you have filed with a federal, state, or local law enforcement agency, and additional information a consumer reporting agency may require you to submit. For more detailed information about the identity theft report, visit www.ftc.gov/idtheft/.

You may also obtain a security freeze on your credit report to protect your privacy and ensure that credit is not granted in your name without your knowledge. You have a right to place a security freeze on your credit report pursuant to West Virginia law. The security freeze will prohibit a consumer reporting agency from releasing any information in your credit report without your express authorization or approval.

The security freeze is designed to prevent credit, loans and services from being approved in your name without your consent. When you place a security freeze on your credit report, within five business days you will be provided a unique personal identification number ("PIN") or password to use if you choose to remove the freeze on your credit report or to temporarily authorize the distribution of your credit report for a period of time after the freeze is in place. To provide that authorization, you must contact the consumer reporting agency and provide all of the following:

- (1) The unique personal identification number ("PIN") or password provided by the consumer reporting agency;
- (2) Proper identification to verify your identity; and
- (3) The period of time for which the report shall be available to users of the credit report.

A consumer reporting agency that receives a request from a consumer to temporarily lift a freeze on a credit report shall comply with the request no later than three business days after receiving the request. A security freeze does not apply to circumstances in which you have an existing account relationship and a copy of your report is requested by your existing creditor or its agents or affiliates for certain types of account review, collection, fraud control or similar activities.

If you are actively seeking credit, you should understand that the procedures involved in lifting a security freeze may slow your own applications for credit. You should plan ahead and lift a freeze, either completely if you are shopping around or specifically for a certain creditor, a few days before actually applying for new credit.